TREASURY TODAY

Treasurer

Our last newsletter was published back in June so I would like to say "Welcome Back". The intention of this newsletter is to better inform you and to help familiarize you with the policies and procedures within Treasury.

Treasury "Open House"

Everyone in the University community is invited to join in the "Treasury Open House". We will be opening our doors to you on Wednesdays, October 13th and November 24th from 4:00 p.m. to 6:00 p.m. Bring your questions and suggestions and let's sit down and talk. The staff is looking forward to seeing many of you soon. Wine & Cheese. (R.S.V.P. - Judy at 4938).

CUFS

The attached ledgers were produced from the University's Financial System called CUFS. CUFS is a complete financial system that includes fund accounting, budgeting, and expenditure and encumbrance accounting to name just a few. One very useful tool, which is available, is on-line inquiry. If you would like to access this feature, call Pompeo, Systems Administrator, at 4982.

Research & Special Funds

NSERC and SSHRC will be visiting Concordia to conduct a review of selected grant accounts during the month of November/93. This audit is a component of these agencies' mandate to periodically review grant expenditures.

In conjunction with the external agencies' demand for a greater level of accountability on the part of the grant holder, please be aware that NSERC and SSHRC staff may wish to communicate directly with grant holders during this time.

Payroll

Applications for the new issue of Canada Savings Bonds will be mailed out the week of September 27th. For those who purchased bonds last year, the last instalment will be October 15th and they will be available for pick-up November 1st.

Accounts Payable

Now that the summer months are over and most of us are back in full swing, we would like to advise everyone that the Bookstore now has a supply of revised cheque requisition forms. These new forms are pre-numbered to make it easier for users to track their expenses. Also, we have now started to encumber air transportation which will be shown on your ledgers with the prefix 94 AR #.

Budget Office

Welcome to a new fiscal year! By now you will have received your budgets and your projection forms for expenses and revenues for 1993-94. If we can be of any assistance regarding budgetary matters, do not hesitate to call Irvin (4939), Donna (4936), or Robert (4984).

As a committee member of the 4th Annual Concordia Shuffle, I urge you all to participate on October 1, 1993. For further information, call me (Irvin) at 4939.

Our 2 ¢

Treasury said farewell to Joan Mooney in Accounts Payable on September 1st. We wish her health and happiness in her retirement.

Lynn Northrup, in Accounts Payable, will be going on Maternity Leave starting September 24th. She is expecting a baby girl, a sister for Brendan. Congratulations, Lynn!

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